

School Catalog

Spring 2022

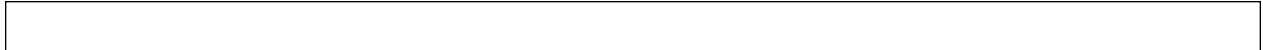
C1M Photography, LLC

13 Columbia Drive Unit 3

Amherst, NH. 03031

January 20, 2022

The most current course information and schedule can always be found on our website at www.nh-photography-classes.com.



Mission Statement

Our mission is to help our clients remove the frustration from using their photographic gear and become better photographers.

We teach the methodological application of techniques in 3 settings:

1. In classes and courses held at our facility.
2. Through eLearning via online services including videos.
3. Via one on one learning with an instructor either in person or via telephone.

General Description of Available Space, Equipment, and Facilities

C1M Photography, LLC is one of the most modern and largest professional studio facilities in New England. We offer a safe, clean and family-friendly setting for our courses and classes, leveraging high-end digital technology. Most classes use digital projection together with hands-on training to walk you through the material. Our spacious media room with a huge 85” display seats up to 24 students and provides a welcoming and comfortable learning environment.

School Policies and Procedures

Entrance Requirements

If you have a camera and the desire to take better photographs with it, you meet our entrance requirements.

Grading System

All courses and classes are PASS or absence of PASS. We do not use a letter-grading or point system.

Standards for Satisfactory Progress

Students should attend 50% of the classes in a course in order to be adequately prepared for the next course. It is possible to make up the work in missed classes in order to meet this standard.

Transferability Policy

All previous training and/or employment is evaluated and may be credited as applicable to shorten the length of your course and/or lower the cost of your course, at our discretion.

Student Conduct and Conditions for Dismissal

Any student conducting themselves in a disorderly or unprofessional manner, which includes use of drugs and alcohol during school hours, dishonesty, disrupting classes, use of profanity, excessive tardiness, insubordination, violation of safety rules, or not abiding by the school rules, will lead to either probation or dismissal from classes.

Student Records

All student enrollment records are maintained by the school for a period of five years.

School Calendar

We operate on a non-traditional term. We do not utilize the conventional academic calendar of quarters or semesters. The most current information about and schedule of upcoming courses and classes can always be found on our website at www.nh-photography-classes.com

The following holidays are observed and no classes are held:

- New Years Day
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Thanksgiving Day (fourth Thursday in November)
- Christmas Day

We reserve the right to amend the calendar.

The hours per week vary depending on which course you're enrolled in. Please refer to the detailed schedule of the course in question.

Enrollment Dates

A student may enroll at any time prior to the start of a new course, class, or workshop.

Refund policy:

Payment is due when you register for a course, class, or workshop. Your payment reserves your seat. The school reserves the right to reschedule any class or course or change its format. If a course, class, or workshop is cancelled by the school, enrollees will receive a full refund.

Per RSA 361-B, you may cancel your purchase any time prior to midnight of the third business day after the date of your purchase.

Refund policy for vocational classes and courses purchased without discount:

Students withdrawing from a course on or before the first day of instruction will receive a full refund, less an administrative fee of not more than \$150.00.

Students withdrawing from a course prior to the halfway point of the course will receive a prorated refund, less an administrative fee of not more than \$350.00.

Students withdrawing from a course after the halfway point of the course will not receive a refund. Courses and classes impacted by the novel coronavirus are not refundable.

Refund policy for avocational or discounted classes, courses, packages, or memberships:

Classes and courses where information is provided online will not be refunded once the details on how to access the online content has been shared with the student.

Students enrolled in avocational or discounted classes, courses, packages, or memberships can withdraw up to 7 days before the first instruction or information delivery is scheduled and receive a refund of no more than half the purchase price. After that students will not receive a refund.

Student Withdrawal Policy

Students wishing to withdraw from a course, class, or workshop must notify us in writing by letter at our office at 13 Columbia Drive Unit 3, Amherst, NH. The effective date of the withdrawal, used to calculate a prorated refund, if applicable, will be the postmark date or, if written notification is hand delivered, the date stamped on the letter by the administrator or instructor when they receive it. Electronic delivery is not accepted as a withdrawal notice.

All refunds shall be paid within 30 days upon written notification from a student of cancellation or withdrawal. Students receiving benefits from federal programs shall be subject to federal refund policies, rules and regulations.

Limited Guarantee

We will always make every effort to meet the reasonable needs, requests, and expectations of our students. In fact, we will go out of our way to make students happy. However, there are sometimes circumstances beyond our control, including but not limited to weather conditions, equipment failure, and/or a mismatch between student skills and course level that may prevent students from achieving the results they hope to achieve. (We will, of course, do our absolute best to guide students into the appropriate course, based on an assessment of their abilities, but we leave the ultimate choice of what course to register for in student hands.)

Student Grievance Policy

We do our best to accommodate our students and to make learning here an easy and enjoyable experience. Any student who has a grievance with the school should first discuss the problem with us. If a resolution is not reached, the student should submit their grievance in writing, requesting a written response. If we are still unable to reach a satisfactory resolution, the student may contact :

NH Department of Education
Office of Career School Licensing
101 Pleasant St.
Concord, NH 03301
Phone: 603-271-6443

Schedule of Fees

<u>Courses</u>	<u>Tuition</u>	<u>Materials Fees</u>	<u>Total</u>
The Basics Lite	\$249	N/A	\$249
Photography 1	\$499	N/A	\$499
Photography 2	\$749	N/A	\$749
Photography 3	\$849	N/A	\$849
Photo Editing 1	\$599	N/A	\$599
Photo Editing 2	\$749	N/A	\$749
Photo Editing 3	\$849	N/A	\$849
Photo Explorers - 6 months	\$900	N/A	\$900
Photo Explorers - 12 months	\$1200	N/A	\$1200
Photo Explorers - 24 months	\$1920	N/A	\$1920
Fashion Photography	\$1699	N/A	\$1699
Astro Photography	\$699	N/A	\$699
Night & Day in Maine Field Trip	\$999	N/A	\$999
Astro Photography w/ Night & Day in Maine Field Trip	\$1598	N/A	\$1598
Portrait Photography	\$849	N/A	\$849
All Day Mega-Shoot	\$299	N/A**	\$299
Portrait Photography w/ All Day Mega-Shoot	\$999	N/A	\$999
Landscape Photography	\$699	N/A	\$699
Sojourn in the Southwest trip	\$2499	N/A	\$2499
Landscape Photography w/ Sojourn in the Southwest trip	\$2999	N/A**	\$2999
Wildlife Photography	\$799.00	N/A	\$799.00
Into Africa Photo Safari	\$8699.00	N/A***	\$8699.00
Wildlife Photography w/ Into Africa Photo Safari	\$8699.00	N/A	\$8699.00

**Field Trip tuition covers hotels and park entrance fees.

Meals and travel costs are not included and are the responsibility of the student.

***Field trip tuition covers lodging, meals, and travel between safari tour operator properties. Airfare to and from Africa, optional tour of Victoria Falls, and optional 3-day add on stay in Madikwe are not included and are the responsibility of the student. Enrollment in the 7-week Wildlife Photography course is included in the cost of the Into Africa Photo Safari

Workshops*

Hands-On Workshop - Lightroom	\$78	N/A	\$78
Hands-On Workshop - Photoshop 1	\$78	N/A	\$78
Hands-On Workshop - Photoshop 2	\$78	N/A	\$78
Hands-On Workshop - DSLR Clinic	\$78	N/A	\$78
Hands-On Workshop - Using On-camera Flash	\$78	N/A	\$78
Hands-On Workshop - Posing for Portraits	\$78	\$30	\$108
Hands-On Workshop - Natural Light Portraiture	\$78	\$30	\$108
Hands-On Workshop - Using Studio Flash	\$78	N/A	\$78
Hands-On Workshop - Using Off-camera Flash	\$78	\$30	\$108
Hands-On Workshop - Working with Composition	\$78	N/A	\$78
Hands-On Workshop - When to Use Which Lens	\$78	N/A	\$78
Hands-On Workshop - Advanced Studio Photography	\$78	\$30	\$108
Hands-On Workshop - Photography for Young Mothers	\$78	\$30	\$108
Hands-On Workshop - Photographing Children	\$78	\$30	\$108
Hands-On Workshop - Photographing Couples	\$78	\$30	\$108
Hands-On Workshop - Posing Group Photos	\$78	\$30	\$108

*Workshops are included with Photo Explorer enrollment; if the workshop includes a model, PEs will pay a \$30 fee.

Adobe Photoshop Lightroom eLearning Videos

Series 1: Introduction to Lightroom	\$49.99	\$49.99
Series 2: Organizing Your Photo Shoots in Lightroom	\$49.99	\$49.99
Series 3: Organizing Your Photos in Lightroom	\$49.99	\$49.99
Series 4: Editing Your Photos Using Lightroom	\$49.99	\$49.99
Series 5: Advanced Editing	\$49.99	\$49.99
Series 6: Exporting and Sharing Your Photos	\$49.99	\$49.99

Photography the Basics eLearning Videos

Series 1: Your Camera, an Overview	\$49.99	\$49.99
Series 2: Exposure Modes	\$49.99	\$49.99
Series 3: The Shutter and Motion	\$49.99	\$49.99
Series 4: The Aperture and Depth of Field	\$49.99	\$49.99
Series 5: ISO and Metering	\$49.99	\$49.99
Series 6: Whitebalance and Perspective	\$49.99	\$49.99

Photography Beyond the Basics eLearning Videos

Series 1: Lighting Basics	\$49.99	\$49.99
Series 2: Using Camera Flash	\$49.99	\$49.99

Series 3: Studio Lighting	\$49.99		\$49.99
Series 4: Advanced Lighting Techniques	\$49.99		\$49.99
Series 5: Color and Value	\$49.99		\$49.99
Series 6: Composition	\$49.99		\$49.99
<u>Advanced Photography eLearning Videos</u>			
Series 1: Selecting Your Scene	\$49.99		\$49.99
Series 2: Selecting Gear	\$49.99		\$49.99
Series 3: Using Polarizing Filters	\$49.99		\$49.99
Series 4: Using Neutral Density Filters	\$49.99		\$49.99
Series 5: Tweaking Your Photos	\$49.99		\$49.99
Series 6: Luminosity Masking	\$49.99		\$49.99
<u>Professional Photographer Courses</u>			
Certified Professional Photographer	\$1498	N/A*	\$1998
Running Your Photography Business	\$1398	N/A	\$1398
Personal Success Plan Coaching	\$599		\$599

*If you fail to pass the CPP test on your first try, a re-testing fee of \$125.00 will apply.

Course Requirements

Course Requirements

See Entrance Requirements

Course Descriptions

Photography 1 (12 classroom hours): In our Photography The Basics course, we will demystify each of the systems that make up your camera, e.g: shutter, aperture, ISO, metering and whitebalance. We will explore how each of those work, why they are needed, how they do what they do and why you should care. Then we discover how to use each of them artistically to improve your photography. Classes are very laid back, fun and hands-on. It will help greatly if you have a sense of humor. At the conclusion of the course, you will receive your Certificate in Digital Photography, as long as you attended at least 50% of the classes. (This course is also offered as a Weekend Intensive and in a online format. When you register for the course on our website, you will be given the chance to choose the delivery method that is best for you.)

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1:

Introductions, introducing your Study Kit, camera systems, exposure modes.

Class 2:

Using your autofocus like a pro. The shutter, how it controls light entering you camera and how you can use it to control motion in your photos.

Class 3:

The aperture, how it controls light entering your camera and how you can use it to control the depth of field. What the numbers on your lens mean.

Class 4:

ISO, metering systems and how they work with aperture and shutter to control exposure. Elements of composition and how to use them to take better photos.

Class 5:

The 4 properties of light that you should be aware of and how to use them in your photos. How to use the Whitebalance setting on your camera. Perspective: The difference between zooming in and getting closer. Lenses and their focal length.

Class 6:

Bringing it all together. We'll walk through the process of How to Take a Photo in manual mode. Leading with the shutter or leading with the aperture, we'll show you how you can tell the difference and how to set your camera controls for a perfect exposure either way. Graduation! Handing you your Certificate of Completion (if you didn't miss more than 3 classes).

Photography 2 (18.5 classroom hours): Our Intermediate photography course will focus on the more artistic side of photography, with more emphasis on composition and creativity. You'll learn about the elements of visual design, the principles of visual design, as well as how to properly critique an image using the industry standards of an award-winning image. We'll also go on a class field trip where you'll have the opportunity to practice your new skills in a live situation. The culmination of the class will be your first Gallery Show. At the conclusion of the course, you'll receive your Certificate in Photographic Composition, as long as you attended at least 50% of the classes.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1: Comprehensive review/What makes a winning photo

Class 2: The elements of visual design

Class 3: The principles of visual design

Class 4: Advanced lighting and exposure techniques

Class 5: Field trip!

Class 6: Project presentation and selecting images

Class 7: Matting and titling*

Class 8: Framing and getting ready for the Art Gallery Show*

*COVID restrictions have forced the temporary suspension of Art Gallery Shows. While those restrictions remain, Class 7 will cover Landscape Photography and Class 8 will focus on Portrait Photography.

Photography 3 (16 classroom hours): Our Advanced photography course will show you how to build on your technical mastery and creative development to become a truly accomplished photographer. We'll teach you how to sling some gear (beyond just your camera and tripod). We'll show you how to work with your subjects effectively so that you're collaborating to make stunning images, rather than dictating directions to models in a detached way that undermines the subject-photographer relationship. We'll dive into two powerful photo organizing and editing tools to give you the most control possible over how your images turn out. And, finally, we'll help you begin to get a handle on the thing many find most challenging: the marketing, pricing, and packaging of your photographic skill and products. At the conclusion of the course, you will receive your Certificate in Advanced Photography, as long as you attended at least 50% of the classes.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1:

Recap of Photography the Basics and Photography Beyond the Basics, covering aperture, shutter speed, ISO, whitebalance, light metering, and the elements and principles of visual design, including composition and subject placement.

Class 2:

Flash Photography and an Introduction to Studio Lighting, advanced lighting concepts
Not all of your photo shoots will present you with ideal lighting conditions. We'll show you how to best use your flash to better manage murky lighting conditions. And then we'll introduce you to studio lighting equipment and teach you how it's used for total lighting control. Learning to see light sounds easy but takes some time. We'll get you going on the road of dramatic illumination.

Class 3:

Directing and Posing Subjects

Getting people to look their best is only easy if you don't do it yourself. Finding someone's optimum angle and best pose is an intuitive dance between subject and photographer. It requires a connection and a dialogue each time. It can be uncomfortable - but it's necessary if you want your photography to be as good as it can be. We'll show you how to start.

Class 4:

Setting Up Your Workflow

Nothing derails your plans to create amazing images like discovering you can't find the images you want to work with. We'll show you how to set up a file structure to manage your photo catalog so that you'll be able to find any image from any shoot in seconds.

Class 5:

Using Lightroom to Select and Edit Images

Coming back from a photo shoot with an onslaught of images can be overwhelming. Unless you have a system in place for culling images and organizing your editing to help you get a handle on things. We'll show you the approach we use in our studio to sort and select images to edit.

Class 6:

Introduction to Photoshop

Brace yourself. Photoshop is amazingly powerful. And with great power comes great confusion, sometimes. We will help you make sense of how Photoshop works and guide you past the frustration that can come from trying to learn the program on your own.

Class 7:

Business Overview

Finding your way through the jungle of photography will be a lot easier if you can learn from others' mistakes. We'll tell you the ones we've made, freeing you up to make brand new mistakes that are all your own. We'll also help you define your style and touch on packaging and pricing ideas that will appeal to potential clients without giving away the farm.

Class 8:

Graduation night and Student Showcase Slideshow. Hit us with your best shots receive your certificate in advanced photography

Photo Editing 1 (12 classroom hours): Most of the time, we're pretty focused on the camera. After all, it is the essential tool for any photographer. But, no matter how awesome the camera, how fancy the lenses, or how skilled the photographer, at some point, the photos have to come out of the camera and be dealt with. Images you hope to enjoy in the future need to be organized somehow so that you'll be able to find them again easily. Most, if not all, will need some editing, and then, if you want to print them, you'll need to be able to get them back out of the computer, too. Many photographers find all of this - including the use of photo editing software - to be confusing. Maybe even a little intimidating. We are here to help. By the end of this course, you will know how and where to store your images, and how to edit them in Lightroom.

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Class 1:

Recap of basic computer skills. We'll go over how to get around inside your computer's file system so you can figure out where your photos should go once they're off the SD card and in the machine. Making folders, using Finder to navigate, and some basic keystroke shortcuts will all be touched on.

Class 2:

Setting up your workflow. As with anything else in life, if you want to stay organized, it helps to have a system that you use consistently. After this class, if you follow the system we'll show you, you'll never again have to hunt all over for that one perfect photo you remember taking.

Class 3:

Field trip! Now that you have a nice framework set up, we'll go find some images to populate it with..

Class 4:

Importing, rating, and tagging using Adobe Lightroom. Coming back from a photo shoot with an onslaught of images can be overwhelming. We'll show you not only how to get your photos from your camera into Lightroom, but also how to quickly whittle down your library of images to make editing easier.

Class 5:

Adjusting your photos in Lightroom. Lightroom has a wealth of tools you can use to edit and enhance your images. We'll explore the Develop module in Lightroom, and go over adjusting brightness, contrast, and color balance, all of which Lightroom does really well.

Class 6:

Exporting your photos. Once you've gotten your images adjusted as you want them, you'll want to share them, get them printed, turn them into wall art - or something. We'll go over how to export photos out of Lightroom and show you how to set export presets to help

you streamline the process. And then: Graduation! Handing you your Certificate of Completion (if you didn't miss more than 3 classes).

Photo Editing 2 (14 classroom hours): Getting your images from your camera into your computer in an organized way is just the beginning of what you need to be able to do in order to edit your photos effectively. In our Intermediate Editing course, we'll dig a little deeper into what Lightroom can do, beyond just organizing your photo library in a foolproof way. We'll take a look at the differing capabilities of Lightroom and Photoshop. After all, knowing which tool you need is the necessary first step, before you can even begin to think about how to use the tool you choose. And we'll help you understand how to get Lightroom and Photoshop to play nicely together, to give you the broadest range of options possible when it comes to photo editing. At the conclusion of the course, you will receive your Certificate in Photo Editing, as long as you attended at least 50% of the classes.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1:

Recap of editing basics. We'll do a quick recap of basic computer skills, as well as how to navigate your computer's file system and how to apply workflow techniques to guarantee that you'll stay organized, no matter how many photos your library holds.

Class 2:

Introduction to Lightroom and Photoshop. One of the most important things you can know is what the capabilities of your photo-editing programs are. We'll talk about what Lightroom and Photoshop can each do and help you get a clearer idea of when you should use each one.

Class 3:

Field trip! Let's go get some photos that we can play around with.

Class 4:

Importing and adjusting your photos using Adobe Lightroom. We'll pull the photos from our field trip into Lightroom and, applying principles of digital editing, adjust them.

Class 5:

The Lightroom development panel: a closer look. In Editing: The Basics, we covered basic functions. But Lightroom can do a whole lot more. In this class, we'll dig a little deeper.

Class 6:

Basic photo editing techniques in Photoshop, Part 1. We'll look at when you need Photoshop and how to use it. More importantly, we'll show you how to launch Photoshop as part of your editing process so that your images stay in your Lightroom organizational framework and keep your Lightroom adjustments intact.

Class 7:

Basic photo editing techniques in Photoshop, Part 2. Because Photoshop is such a powerful tool, it can take a long time to even scratch the surface of what it can do. We'll dig a little deeper tonight and have some fun seeing exactly how Photoshop can enhance your images. And then, you'll receive your certificate in Photo Editing.

Photo Editing 3 (16 classroom hours): With basic skills in Lightroom under your belt, and a deeper understanding of when and how to fire up Photoshop, it's time to really have some fun in the "digital darkroom." Photoshop truly is the power tool of photo editing, and, as with any power tool, it's easy to know just enough to be dangerous. When you leave this course, you'll know enough to not be dangerous anymore, and you'll know how to navigate Photoshop effectively. After all, when you're done editing a photo, you want people to say, "Wow, that's awesome!" not "Wow, that's ... weird." We'll help you figure out how to stay on the awesome side of the line, even when using editing techniques some might regard as extreme. At the conclusion of the course, you will receive your Certificate in Advanced Editing, as long as you attended at least 50% of the classes.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1:

Recap of basic and intermediate editing skills. We'll review basic workflow techniques, and take a quick look at Adobe Lightroom, Adobe Photoshop, and how they work together to dramatically improve your photos.

Class 2:

Setting up your workflow for tethered shooting. We'll talk about how to set up for a tethered shoot, why you might want to shoot tethered, and how to leverage the immediate feedback that shooting tethered provides.

Class 3:

Tethered studio session. Let's get into the studio and put those new skills into practice.

Class 4:

Adjusting your photos using Adobe Lightroom. We'll take a close look at the development panel in Lightroom and explore methodologies of advanced photo editing.

Class 5:

Advanced photo editing in Adobe Photoshop, Part 1. We'll start with the functions that are most often called for in photo editing: tweaking small details, removing distractions, editing faces, and removing skin blemishes.

Class 6:

Advanced photo editing in Adobe Photoshop, Part 2. Let's examine some capabilities of Photoshop that require a little more skill: swapping heads, editing eyes, slimming people, adjusting wardrobe. Always keeping in mind that skilled editing should never shout "Photoshop!"

Class 7:

Advanced photo editing in Adobe Photoshop, Part 3. We'll explore some of the ways that Photoshop can be used to warp - or dare we say, improve on - reality. In this class we'll examine compositing techniques and show you how to make people and things fly.

Class 8:

Advanced photo editing in Adobe Photoshop, Part 4, and Graduation. Bearing in mind that at times, Photoshop can be taken too far, we'll spend some time talking about what not to do. And then you'll receive your certificate in Advanced Photo Editing, providing you have met the attendance requirements.

The Basics Lite (6 classroom hours): When you enroll in our Basics Lite course, you'll attend the first three weeks of Photography the Basics. We'll start by talking about your camera's systems - what they are, and how they work together to properly expose an image. You'll learn how to manage your autofocus feature to enhance your images, and you'll learn all about your camera's shutter and aperture. It will be enough to get you on the path to drastically improving your photography. You will not receive a certificate at the end of the three weeks. However, you can choose, during your 3-week Basics Lite course, to upgrade to the full 6-week Photography the Basics. In that case, you would finish out the 6 weeks and receive a certificate, provided you attended at least 50% of the classes.

The Basics Lite is an avocational course.

Class 1:

Introductions, introducing your Study Kit, camera systems, exposure modes.

Class 2:

Using your autofocus like a pro. The shutter, how it controls light entering your camera and how you can use it to control motion in your photos.

Class 3:

The aperture, how it controls light entering your camera and how you can use it to control the depth of field. What the numbers on your lens mean.

Getting Started With Digital Photography (3 classroom hours): If it seems that your compact camera is capable of taking stunning photos, but yours just doesn't, this class may be for you. Not everyone needs a high-end camera with multiple lenses to juggle. And sometimes, even if you have all that gear, you don't have it with you when a photo opportunity presents itself. You'll learn: how to take better pictures; how your camera sees the world; what scenes and lighting conditions will make for a great picture; how to edit images to turn them into something awesome.

This is an avocational class.

Better Photos with Your iPhone (1.5 classroom hours): Smartphones are getting better at taking photos all the time, but there are some tips and tricks you need to know to make the most of those capabilities. In this brief class, we'll hit the high points of what your phone's camera can do, and in what circumstances it will work best.

This is an avocational class.

Introduction to Digital Photography (1 classroom hour): Whether you're thinking about getting a digital camera, or you just got one that you're trying to figure out, this class should help you decide what your next step should be. We will be discussing what you need to know to dramatically improve your photography. It's also a great, free, no-risk and no-commitment chance to meet us, see our school, and ask any questions you might have about your photography education.

This is an avocational class.

Photo Explorers (hours vary based on number of months enrolled and destinations of field trips): C1M Academy Photo Explorers is a membership plan that will get you out in the field, using your skills in a real world setting, once a month. You can choose to enroll for 6, 12, or 24 months. Every month, we choose a beautiful setting that will provide ample opportunity to capture potentially stunning images. Later in the month, we run an editing session in our studio, where we'll show you how to adjust your images to bring out the very best in them you can.

Photo Explorers photo shoots and editing sessions are avocational.

Inner Circle Sessions (hours vary depending on material covered): These invitation-only sessions are scheduled as the muse may strike and we typically are set on a focus topic. Be it to capture motion or emotion, light or shadow, shape or form, we work together in a calm, collected way to create. To create something stunning. Something worth creating. Focusing on harmony and perfection, we use all we have learned, all the tools and skills available, to make images that tickle our brains and exceed our imagination.

***Prerequisite: Successful completion of our Beyond the Basics course.**

Inner Circle Sessions are avocational.

Fashion Photography (16 classroom hours): Gorgeous wardrobe, beautiful models, clean composition, all coming together just right for a stunning fashion photograph. In this course we'll look at fashion photography from the ground up. If you've ever wanted to explore this challenging and potentially lucrative branch of photography, this is the course for you.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1: Overview

We'll talk about what Fashion Photography is - and what it isn't. Actually, we'll start by talking about what fashion is, because the first step to photographing anything well is understanding what you're trying to accomplish with your image. We'll cover the 8 elements that need to harmonize in order to have an effective fashion image.

Class 2: The Nuts and Bolts

In this class, we'll move from talking about the theory and philosophy of fashion photography to talking about the practical aspects of it: how do you arrange your set? How do you light it? What impact do compositional choices have on the effect of the final image? And once we've done all that, we'll move into the studio to prepare it for our first fashion shoot.

Class 3: In-Studio Shoot

We'll engage a stunning model. You come prepared with your camera, your imagination, and your new knowledge of the foundations of Fashion Photography. This will be a fun one as everyone gets a chance to work with the model to create their own stunning images.

Class 4: Image Editing and Shoot Debriefing

We'll collaboratively edit images from the shoot in Class 3, talking about the tools and techniques that can be used to make great images into jaw-dropping ones. We'll talk about what you learned from the shoot: what went well, where you might have struggled, what you might like to do differently next time. And then we'll set the studio up for our next shoot.

Class 5: In-Studio Shoot

Once again, we'll engage a stunning model. You come prepared with your camera, your imagination, and your new knowledge of the foundations of Fashion Photography, and the lessons learned from Class 4's debriefing. As before, everyone gets a chance to work with the model to create their own stunning images.

Class 6: Image Editing and Shoot Debriefing

We'll collaboratively edit images from the shoot in Class 5, talking about the tools and techniques that can be used to make great images into jaw-dropping ones. We'll talk about what you learned from the shoot: what went well, where you might have struggled, what you might like to do differently next time. And then we'll set the studio up for the final shoot of the course.

Class 7: In-Studio Shoot

Once again, we'll engage a stunning model. You come prepared with your camera, your imagination, and the knowledge of Fashion Photography you've gained over the previous six classes. And, of course, everyone gets a chance to work with the model to create their own stunning images.

Class 8: Image editing, Shoot Debriefing, and Graduation

We'll edit images and debrief the Class 7 shoot, and then you'll receive your certificate in fashion photography, provided you've attended at least 4 of the 8 classes in the course.

Astro Photography (12 classroom hours): In this course, you will learn how to photograph the night sky, and how to effectively edit night photographs to achieve stunning images of celestial bodies. We will talk about the gear and apps you will need that are unique to nighttime photography. We will also cover the challenges that night photography presents and the photo editing techniques that night photos require. (Course culminates in an **optional** multi-day Night & Day in Maine Field trip, which you can purchase a spot for whether or not you take the course.)

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1: Comprehensive review of camera basics and principles of composition

Class 2: The gear, apps, and settings for night photography

Class 3: Idiosyncrasies of night photography (e.g., mirror lock, the 500 rule, noise reduction)

Class 4: Field Trip! (No sunscreen required)

Class 5: Editing and tweaking images

Class 6: Student Showcase slideshow & Graduation Night

Portrait Photography (12 classroom hours): People are not made up of just what they look like, but also who they are on the inside. Capturing that well takes tremendous attention to detail, and a different thought process than you would bring to a candid snapshot or a landscape photo. (Course culminates in an **optional** all day photo shoot, which you can purchase a spot for whether or not you take the course.)

This course is licensed by the NH Department of Education Office of Career School Licensing.

Class 1: Comprehensive review of camera basics

Class 2: Elements of portrait photography: posing, setting, different types

Class 3: How to light for portrait photography

Class 4: In-studio portrait shoot with a model so you can practice bringing it all together

Class 5: Editing and tweaking images

Class 6: Finding your niche; pricing and marketing your work

Class 7: Developing your style; business and packaging ideas

Class 8: Graduation: Share your business and marketing plan and receive your certificate in Portrait Photography

Landscape Photography (12 classroom hours): Often, landscape photographers are attempting to create an image that will allow the viewer to immerse themselves in the space and continue to explore it, gaining as much enjoyment as the photographer did from actually being there. This course will teach you how to plan and prepare a landscape shoot. We'll also show you how to exploit different lighting and angles to capture unique, breathtaking images of even the most photographed spots. (Course culminates in an **optional** multi-day Sojourn in the Southwest Field trip, which you can purchase a spot for whether or not you take the course.)

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Class 1: Comprehensive review of camera basics

Class 2: The principles of photographic composition as they pertain to landscape photography

Class 3: Lighting and color theory for landscape photography

Class 4: Field Trip!

Class 5: Editing and tweaking images

Class 6: Student Showcase slideshow & Graduation Night

Wildlife Photography (14 classroom hours): Whether you're talking about the smallest beetle or a creature majestic enough to strike awe in your heart, photographing wildlife takes some special skills, some adaptability, some creativity, and a healthy dose of patience. In this course, we'll talk about the idiosyncrasies of wildlife photography, including the specialized gear you might need and creative techniques that apply well to capturing wildlife. (Course culminates in an **optional** photo safari with Pangolin Photo Safaris in Botswana. Purchasing a spot for the photo safari enrolls you automatically in the Wildlife Photography course; purchasing a seat in the course does not obligate you to participate in the photo safari.

Class 1: Comprehensive review of camera basics

Class 2: Gear, packing for trips, etiquette for wildlife photography

Class 3: Framing and composition, over and under exposure and why you may want to go there

Class 4: Field Trip! - Roger Williams Zoo, Rhode Island

* A brief intermission while those who opt for the ultimate wildlife photo safari travel Into Africa *

Class 5: Editing and tweaking your photos to bring them to life

Class 6: Finishing your cream-of-the-crop images and getting them print ready

Class 7: Sending photos to be printed. Student Showcase Slideshow

Monthly Workshop Descriptions

Lightroom (2 classroom hours): Our 4 weeks course on Adobe Lightroom focuses on how to use it as part of your workflow. While we do talk about editing and tweaking there also, this workshop focuses solely on what you can do to edit and punch up your photos. We will explore a systematic approach that you can use to get the most out of your digital photos.

This workshop is avocational.

Photoshop 1 (2 classroom hours): Photoshop is the most powerful application for photo and image editing. While it is also widely used for graphic design, in this workshop we will be focusing on Photoshop for photographers. Because Photoshop can be overwhelming we will start at the beginning and show you how to open files, use layers, perform quick edits, crop and size your photos and save and export your work.

This workshop is avocational.

Photoshop 2 (2 classroom hours): Building on Photoshop-1, this workshop introduces some of the more advanced photo editing concepts, such as selection tools, layer masking, using adjustment layers, blending layers and using curves.

This workshop is avocational.

DSLR Clinic (2 classroom hours): In this workshop, you'll get more sure-footed with using your DSLR camera in manual mode. You'll get hands-on with your own camera, reconnecting with how to shoot in manual mode under a variety of conditions. We'll look at: metering appropriately for the lighting conditions; choosing the correct shutter, aperture, and ISO settings for a good exposure; deciding whether to lead with shutter speed or depth of field, depending on your subject.

This workshop is avocational.

Using Your On-Camera Flash (2 classroom hours): In this workshop we will study and apply how to use your on-camera flash for most situations you may encounter. We'll also look at how to use it to get you pleasing photos, without that flash look.

This workshop is avocational.

Posing for Portraits (2 classroom hours): Portrait photographers need to know how to pose individuals as well as groups of people. We can show you a ground up approach that starts you out on the right foot. Or the left one, if you'd like. By placing the feet first, you'll have a much better chance to get the body looking relaxed and comfortable. We'll show you how to pose anyone for their portrait.

This workshop is licensed by the NH Department of Education Office of Career School Licensing.

Natural Light Portraiture (2 classroom hours): Understanding lighting is one of the major elements of good photography. Going beyond exposure, you use light to help make your subject look beautiful. Seeing lighting takes a little bit of time and practice and we'll help you get on your way. Once you start reading natural light it'll forever change your photography.

This workshop is avocational.

Using Studio Flash (2 classroom hours): Using studio flash is not just about the technical aspects of getting the flash to cooperate with your exposure needs. This workshop will start you on your way of reading light and lighting for portraits. Because we'll be in our studio, we can be very deliberate and see why you do what you do, when it comes to lighting.

This workshop is licensed by the NH Department of Education Office of Career School Licensing.

Using Off-camera Flash (2 classroom hours): Mixing existing light with an off camera flash can result in dramatic lighting effects. Using this technique you can make high noon look like dusk and bring out all the drama in the sky too. We'll demystify all aspects of using of camera flash outside and we'll show you how to get the effects you are looking for.

This workshop is licensed by the NH Department of Education Office of Career School Licensing.

Photography for Young Mothers (2 classroom hours): Almost every young mother has hundreds of pictures of her children. But many of those photographs fail to capture the delicate and fleeting beauty of those baby moments. In this workshop, we'll teach you some basic elements of lighting, posing and exposure to help you make sure you love your photos.

This workshop is avocational.

Photographing Children (2 classroom hours): Children make great photo subjects, but they can also be challenging to photograph well. We'll teach you some tips and tricks to capture their attention and elicit genuine smiles.

This workshop is avocational.

Posing Group Shots (2 classroom hours): Taking group photos poses a unique challenge. The more people in the image, the more likely that someone will blink, or fail to smile, or glance away from the camera just as the shutter snaps. There are also some guidelines for arranging people to create a pleasing, balanced image. In this workshop, we'll teach you techniques to take stunning group shots.

This workshop is licensed by the NH Department of Education Office of Career School Licensing.

Photographing Couples (2 classroom hours): In this workshop, we'll show you techniques for posing and lighting couples to help you capture the unique bonds of romantic love.

This workshop is licensed by the NH Department of Education Office of Career School Licensing.

Working with Composition (2 classroom hours): Understanding where to place your subject and how to guide the viewer of your photograph through your image can dramatically improve your photography. Our Beyond The Basics course takes you through composition and subject placement over the span of 8 weeks. This workshop will be a bit of both, a refresher and a crash course for the uninitiated.

This workshop is avocational.

When to Use Which Lens (2 classroom hours): Different lenses are used for different purposes. While we will look at different lenses and what their preferred use is in the Camera and Lenses workshop, in this one we'll focus more on which lens will give you the best results, depending on what you'd like to take a photo of.

This workshop is avocational.

Advanced Studio Photography (2 classroom hours): Advanced studio photography more often than not takes lighting schemes and techniques right to the edge, just before everything falls apart. This style of lighting requires a bit of a different approach. A different way of thinking. How can you go beyond lighting for exposure and make light and shadow dance with your subject?

This workshop is avocational.

Online Learning Course Descriptions

Adobe Photoshop Lightroom eLearning Videos

Introduction to Lightroom: Get an overview of the Lightroom interface and learn how to navigate around in the program. You'll learn about the different modules available, with a closer look at the Library module, where you'll organize your photos, and the Develop module, where you'll learn how to use Lightroom to enhance your images. And, finally, you'll learn how to get those enhanced images back out of Lightroom so that you can share them, print them, and show off your new found photo-editing skills to the world.

Organizing Your Photo Shoots: Workflow and digital asset management. Cameras store filenames in very cryptic ways, and that can make it hard to find a specific image. Lightroom Catalogs give you the power to name files in ways that make sense to you and separate shoots so that you'll be able to find a specific image, even years after you took it, quickly and easily. We'll go through all the setup that you need to do on your computer to make Lightroom work for you. Then we'll walk through the process you'll need to follow for each shoot to get your images from your camera into Lightroom in a way that promotes proper digital asset management and facilitates the Lightroom workflow.

Organizing Your Photos: Lightroom offers many tools that you can use to organize photos within each shoot folder. When you come back from a shoot you sometimes need to whittle down the images, so you can spend more time on the best ones. In this video series, we'll look at how to flag, rate and label photos - and why you might want to. We'll also look at how to make collections within a shoot folder.

Editing Your Photos: In addition to being a great photo organizing tool, Lightroom is a powerful photo-editing program. In this series, we'll look the tools that Lightroom offers in the Develop module. These tools will allow you to take photos that look a little flat and make them breathtaking, just by adjusting the brightness in parts of the image.

Advanced Photo Editing: Once you've mastered the basics covered in our Editing Your Photos, you're ready to explore the more advanced tool that Lightroom has to offer. We'll be looking at curves, split toning, sharpening and noise reduction. We'll even show you how to use lens correction to remove a fish eye effect you may find with your wide angle zoom lens.

Exporting and Sharing Your Photos: You've tweaked, you've toasted, your photos are more perfectly breathtaking that you could ever have dreamed. Now you want to share them with the world. This video series will show you how. We'll look at aspect ratios and why they matter. We'll review the Export Window and show you how to make sure photos are the right resolution for their intended use. We'll show you how to make sure you lay digital claim to your work by watermarking your images. We'll show you how to streamline the exporting process by creating preset options in the export window. Finally, we'll offer some tips on best practices that have proven to be very valuable to us.

Photography the Basics eLearning Videos

Your Camera, An Overview: Your camera consists of several systems that work together to project, capture and record your photographs. The overview series introduces all the most important systems that make your camera work and we'll look at each briefly to see what it does. We believe by going through an overview first will show you how the systems interrelate. That way when you move on to, lets say, the aperture, you'll know already how it may impact your ISO without going in too much depth just yet.

Exposure Modes: What are the different exposure modes on your cameras? How do they differ and what do they do? As far as exposure goes, the different modes allow you a range from having the camera do everything to you taking total control of your image. If you know your way around the different exposure modes, you can let the camera do most of the heavy lifting while you keep in control of what matters most to you in your current situation. In this video series we'll look at the different exposure modes, how they work and when you may want to use them.

The Shutter and Motion: While the shutter in your camera controls light it will also control if your photo is sharp or blurry. Knowing what the shutter does and how it does it will allow you to have better control of your photography. By the time you complete this series you will have an idea on how to use your shutter to your advantage and you will be able to identify if your shutter setting prevents you from taking your photo the way you want. We'll also introduce some neat concepts like panning that may be handy to have in your virtual tool belt. There are some hands-on exercises we'd love you to do as soon as you have finished with the series and everything is still fresh. We found students who actually do hands-on exercises do better and retain the learned material longer.

The Aperture and Depth of Field: Control of what the aperture in your camera does will give you these awesome photographs where the person in it is totally sharp and the background nice and fuzzy. In this series we'll show you how the aperture is used to control the light and we'll show you also how you can use it artistically. Often the difference between low cost and more expensive lenses is their aperture. We will show you how to use it to master the depth of field to your preferences.

ISO and Metering: ISO is one of the concepts that is easier to understand than some of the others. We'll look at how you can use ISO to maximize the quality of any image you are about to take. We'll also introduce the difference in reflective vs incidental metering, what it is and why you should care. When your camera is presented with particular lighting conditions it will give you a wrong exposure. We'll show you how to recognize when that happens and what to do about it. Then we'll look at the different metering modes your camera offers and we'll show you how to recognize when to use which.

Whitebalance and Perspective: White balance is one of the elements of digital photography that still trips up a lot of experienced camera users. If you ever had orange people in your photos, then this video series will help. Whitebalance is used to adjust your camera to different light conditions. In this series we'll look at how to use whitebalance to get you the best colors and how you can use it for effect.

Different lenses will give you a different perspective. We'll look at what that may mean to your photography and explore the difference of zooming in vs. actually getting closer to your subject.

Photography Beyond the Basics eLearning Videos

Lighting Basics: Lighting for photography has the ability to make or break a photo. Understanding how the basic properties connect and how they can help you makes a big difference in the quality of photos you are trying to take. Light has 4 properties and we'll introduce each one. Portrait lighting uses established lighting patterns to achieve particular effects. We will explore all of them.

Using Camera Flash: While your on-camera flash may not be the ideal light source to get decent photos, it is a great tool to use as a fill flash. Even advanced photographers sometimes struggle with the proper use of on-camera flash. We'll show you fool proof ways how you can make your flash work with you, rather than against you.

Studio Lighting: Getting started with studio lighting has the ability to connect the dots for a lot of students, as far as lighting is concerned. In this series we'll look at the nuts and bolts of what makes studio lighting work, as well as some basic lighting arrangements and how they work together.

Advanced Lighting Techniques: Knowing how to get the light onto your subject is important, but only half the battle. In our advanced lighting series we'll look at ways to use studio lights to create magic and depth in your images. We'll look at 2 different lighting setups in detail and explore where each of them would be appropriate to use.

Color and Value: Color and value are needed to have any kind of contrast. How you use color and value may take your photo from being flat and blah to deep and exciting. How you use values in your photos impacts your exposure settings. Using colors can make an image stunning or clashing. Either one has its place and knowing about it gives you an important tool for your image composition.

Composition: Composition deals with where you would place your subject in your image. Understanding some of the basic rules and elements that make composition work will have great value to help craft stunning images. By looking at each of the elements that make for great composition individually first we provide the groundwork to bring as many of them together as there are in your scene, each one improving your image and all of them working in harmony.

Advanced Photography eLearning Videos

Selecting Your Scene: When you get to your location, what do you look for? Where do you start? In this series we look at what works and what doesn't when it comes to scenes. We'll also look at what to look for and in what order to align your preferences. We will look at lighting issues in particular and move on to compositional scenes after. This is the series you need if do a lot of existing light photography.

Selecting Gear: Choosing the right lens for your image is critical to success. But what else do you need? Do you need a tripod? When do you need one? Will you need any other equipment? In this series we'll look at how to choose the proper lens for your photo as well as other types of equipment that may help you achieve your stunning images.

Using Polarizing Filters: Polarizing filters can help you to get greener greens and bluer blues. Using a polarizer in a proper way may propel your images to a different level. There are some guidelines though. And a polarizer will not work in all circumstances. How can you tell? We'll show you in this video series.

Using Neutral Density Filters: Neutral Density filters (ND Filters) allow for longer exposure times. Why would you do that? If you are trying to capture anything in continuous motion, like water, for example, it may help you to achieve that signature silky feel that you may have seen in other images. In this series we'll show you how to use your ND filter for that effect.

Tweaking Your Photos: Most photos that come out of your camera can usually be improved upon by proper adjustments on your computer. We'll look at how exposure, contrast and color can be manipulated using your computer. We'll show you how to start and in what sequence to manipulate each parameter to have your images reach their full potential.

Luminosity Masking: This technique uses Adobe Photoshop to adjust brightness and contrast of mostly landscape photos. By selecting certain brightness levels in your image you get to increase local contrast and make your images pop like no other method seems to be able to do. If you like sunsets or dramatic landscape photography, this series will help you to get the most out of your images.

All eLearning videos are avocational.

Professional Photographer Course Descriptions

Certified Professional Photographer (6 classroom hours): This 2-day weekend intensive course prepares you for a final test. Each class consists of hands-on overview and refreshers for different topics, followed by a review of material that may show up in the test. The test will be administered on the last day of the course. Course also includes 4 of our Personal Success Plan coaching sessions.

In order to become certified as a professional photographer, students must pass the certification test with a score of at least 70% and submit a portfolio with 5 samples of paid work, accompanied by an affidavit stating that said work has been done for monetary compensation. Once you have passed the test and submitted your portfolio along with your affidavit, we will issue your certificate as Certified Professional Photographer.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Running Your Photography Business (10 classroom hours): Monetizing your photography skills may not be as easy as it looks. Having a marketing plan as well as a business plan helps. In this course we'll look at what it takes to make your photography business a success. You will develop your very own marketing and business plan. Course also includes 4 of our Personal Success Plan coaching sessions.

This course is licensed by the NH Department of Education Office of Career School Licensing.

Personal Success Plan Coaching (4 classroom hours): Rather than being offered in a group setting, this program consists of a series of 1-to-1 sessions, in which we guide you to make the leap from Really Good Amateur to Pro. Our purpose is to help you pinpoint your strengths and then figure out how to capitalize on them. When you enroll in the Personal Success Plan, we'll work together to craft an individually tailored curriculum. The material we cover will depend on you: your needs, your chosen path, and the areas where you feel you need guidance.

This course is licensed by the NH Department of Education Office of Career School Licensing.

List of Faculty and Administrators

School Administrators and Faculty

Director and Instructor	Walter Schneck, CPP, CPC
Instructor	Don Chick, CPP, M Photog.
Instructor	Alyssa Graves
Director of Client Happiness	Sarah Marshall Brockway